





#### **LEARNING OUTCOMES**

- To investigate a range of information leaflets about stopping smoking
- To understand the format and style of information about stopping smoking.

#### **RESOURCES**

- Leaflets (Engage activity, Activity 1, Activity 2)
- Copies of Resources 1–3 (3 optional); copy of Resource 9 from Theme 3 Topic 1
- Word cards to be devised by teacher (Activity 2 Support)

#### **RELATED TOPICS**

Stopping smoking (Theme 3, Topic 1)
The cost of smoking (Theme 3, Topic 3)

## HEALTH SKILLS

There are many different ways of stopping smoking. Different things work for different people. Knowing why and when they smoke and the extent of their nicotine habit equips would-be quitters to win the battle and enjoy a smoke-free life for good. Quitters will need to know not just why they want to stop, but how they will set about it, where they can get help and support, and the options available to them. Part of the preparation process will be to find out more by talking to support services and also by reading the wide range of information available on websites and in leaflets (many in different languages).

#### Related health information

www.nhs.uk/smokefree www.quit.org.uk Charity providing practical support for stopping smoking

# **FUNCTIONAL SKILLS**

In order to access information in leaflets about stopping smoking, learners need to:

- understand the purpose of different types of text
- understand format and text features
- use a range of reading strategies
- understand information in tables and charts.

Note: the reading strategies practised in this theme build on Entry 3 reading skills and will not be suitable for learners at Entry 2 or below.

#### **Functional Skills/Core Curriculum**

Activities in this topic will contribute to learning in the following curriculum areas:

- understand how text can be organised for different purposes English L1.12 (LRt/L1.2)
- use different reading strategies to find and obtain information English L1.14 (LRt/L1.5)
- scan text to locate information English 00.00 (LRt/E3.7)
- relate an image to text and use it to obtain meaning English E3.9 (■Rt/E3.9)
- recognise and understand specialist key words **English** E3.8 (**L**Rw/E3.1)

- Start by looking at the 'Get ready to stop' planner on Resource 9 from Theme 3 Topic 1. Learners may already have completed this, but if not, they can do so now, individually, in pairs or as a group. This planner helps to confirm smoking triggers. Share different smoking triggers and look at the ideas for managing these triggers.
- Ask learners how and where they can find out about the different kinds of support that the NHS provides for people who want to stop smoking, or for other health issues. This might include visiting the GP's surgery, pharmacy, other health centre, or online.
- Ask learners to work in small groups. Provide a wide range of healthrelated leaflets or information printed from the internet (on stopping smoking, alcohol, drugs, healthy eating, etc.) and spread these on the tables.
- Give the groups a range of scenarios as follows, and ask them to find quickly any information/leaflets that might be helpful:
  - you are concerned about a friend's drinking habits and want to advise him
  - you suspect that one of your children is using drugs, but need more information about the signs to look out for
  - you want to stop smoking. Is there some information to help you with this?
  - you want to make sure your family is eating a healthy diet.
- This activity can be done as an 'information race', with teams competing to find information/leaflets. Learners do not need to answer the questions, just find the correct information source that may help them.
- Ask learners to think about the strategies they used to find sources of information. Most will have used graphics and headings to do this. Some may also have flicked through leaflets to confirm the contents. Explain that they have been using a reading technique called 'skimming' and that it is an important reading technique for finding the right information quickly.

What information is there on smoking, drugs and alcohol? Where's the best place to find this information? These lleaflets/information from particular websites) are all freely available from (the doctor's surgery/the pharmacy/the internet).

alcohol/drugs?

How do you know this leaflet is about smoking/

#### **ACTIVITY 1**

#### Familiarise learners with leaflets about stopping smoking using text features

- Use only leaflets about stopping smoking for this activity and make sure all learners (or pairs of learners) have a copy of at least two leaflets.
- Explain that you are going to spend some time looking at leaflets about stopping smoking so that learners can get the best out of them. Briefly demonstrate that leaflets are organised differently, using numbering, headings and colour coding to help you find your way around. Use Resources 1A and 1B as a prompt. Ask learners to flick through the leaflets they have and identify the following features:
  - main headings how do you know this? (Bold print, capital letters, etc.)
  - contents page what does this look like? How will it help?
  - pictures how do these help you to understand the text? Note that learners may not realise that these pictures are chosen carefully to reinforce points made or to convey mood.
  - charts, tables and graphs what sort of information can you find here?

How could this leaflet help or support you if you wanted to stop smoking?

- Continue the process as appropriate to the group and highlight other features such as forms, question-and-answer sections, colour coding for sections, numbering or bulleted lists. Identify what makes these features distinctive and how they help you to find your way around leaflets.
- Give plenty of practice using the leaflets to find specific text features or text format styles (bold, italics, etc.).

#### **Support**

Learners may not be familiar with the text features shown.
Give examples and ask learners to think about why text is organised in different ways.

#### **ESOL**

Check familiarity with terms for text features and types: e.g. 'headings', 'bulleted points', 'bold text', 'speech marks', etc. Show examples and discuss how they help make the information clearer and easier to read.

#### **ACTIVITY 2**

#### Use scanning to locate specific information in smoking leaflets

- Ask learners to scan through the headings on Resource 2 about stop smoking medicines and list all the products they can find. These can be given verbally and listed on the board. Explain to the learners that they have used a reading technique called 'scanning' to do this.
- Practise scanning using a text extract about inhalators, from any other leaflet. Ask learners to scan for the word 'nicotine'. Practise scanning using an extract about nicotine patches from either leaflet. Ask learners to scan this time for the words 'craving' and 'nicotine'. Highlight the words when they are found.
- Ask learners what the advantages are of locating information in this way. Explain that it saves time you can find the bit you want to read quickly.
- Take this opportunity to talk about stop smoking medicines, explaining their purpose, how they work and their role in supporting quitting smoking. Ask learners for their experience of stop smoking medicines. Confirm that stop smoking medicines are available on prescription from a GP and how to access it (e.g. by going to a stop smoking service or the GP).

Which ones are tablets? What does the abbreviation NRT mean?



Remind learners when scanning that it is not always necessary to read every word. Headings and key words will give clues to content.

#### **ACTIVITY 3**

#### Read in detail

- Confirm with learners the processes that they have practised:
  - skimming to get a general idea of the contents of a leaflet to select the correct leaflet or source of information
  - understanding the layout of the leaflet
  - scanning to find specific sections or words that they need.
- Discuss what they think comes next. If you needed to compare the benefits of different stop smoking medicines, would you scan through or read every word in detail?
- Explain that there are times when you need to read carefully and in detail, for example to find out how to use a stop smoking medicine or the best type to use. Give learners the questions on Resource 3 (these can be completed verbally or in writing, whichever learners prefer). The emphasis is on reading the text, not writing the answers. Also give Resource 4, which has information from the Quit website. Note that similar information can be found on the NHS Smokefree site. Alternatively, if you have access, you could ask learners to research this information online themselves, using either the Smokefree site or others.
- Learners may like to discuss what they have found out and the benefits of using one of the stop smoking medicines.

**Support** 

- Learners may need support with reading this fairly technical text. Ask them to identify unknown words and support them as they look these up or interpret them. Some learners will benefit from keeping a notebook for key words
- Read the text with the learner or pair learners up. Build confidence by tackling the information a chunk at a time. Ask them to tell you what they have read, and ask questions that relate directly to this piece of text.
- The wording of the questions may need to be explored. For instance the words 'constant supply' are used in the question, but the matching piece of text in Resource 4 uses the words 'continuous supply'. Learners may not know these mean the same thing here. Understanding the meaning of 'continuous' is important to the understanding of this whole description. Also learners will need to understand that 'irritating the skin' means the same as '(causing) slight itching or redness of the skin'.

ESOL

- Before learners read the leaflets, find out what they know about the two products and any experience they have of using them. If possible show pictures or examples.
- Go through the questions, discussing the meaning of unfamiliar words (e.g. 'cravings', 'irritate the skin', 'lungs', etc.).
- Make sure learners have access to bilingual dictionaries if available.
- You might want to point out the links in meaning and spelling between words such as 'inhale', 'inhaler' and 'inhalator'.

Why is it important to read some information in detail?

What information have you read that may help someone to stop smoking?

#### **ACTIVITY 4**

#### Apply reading strategies to explore information about stopping smoking

- Look at the 'five steps to success' model on Resource 5 with the learners.
- Discuss the different aspects of each step in the process of stopping smoking. Explain that steps sometimes go backwards, not forwards. Many people make up to seven attempts before they stop smoking altogether.
- Ask learners to consider the difficulties there are with stopping smoking and not relapsing (keeping on stopping step 4 and staying stopped step 5). This might be based on personal experience. Learners can work in pairs or small groups and identify as many difficulties as possible. They should also consider what strategies might help to overcome these difficulties.
- Learners may have identified coping with withdrawal symptoms as a major problem when stopping smoking. Read through the information on Resource 6 and discuss which symptoms they think might be the most difficult to cope with. Ask learners what they think about the possible solutions provided
- Look at Resource 7 about handling stress.
- Look also at the advice on staying stopped Resource 8 and the reasons smokers have given for starting smoking again. Ask learners to share their experiences about this.
- If possible, ask learners to explore ideas about support for stopping smoking from other sources, e.g. leaflets and online.

Everyone knows that stopping smoking can be very stressful. Any thoughts about how to deal with the stress?

#### Support

- It might be helpful to make cards with each of the steps on it and discuss each step in turn, asking learners what information is covered by each of the bullet points.
- Some learners will need support as they read sections. They can be supported by more confident learners or by the teacher.
- Guidance in interpreting the meaning of unknown words will be useful for learners who are daunted by the terminology. You may like to encourage learners to use the glossary to find meanings of words.

#### **ESOL**

- Learners with little or no English can use leaflets in their own language provided they have reading skills in their own language.
- Bilingual dictionaries, if available, will be a useful tool for those using the English version.

#### **ACTIVITY 5**

#### Make a useable list of contacts who can give support

- Learners can use ebsites to research stop smoking services and helplines to make their own 'Help' card of useful contacts to carry around with them.
- For each service, encourage learners to find out about these points:
  - what the service offers
  - how this might help you stop smoking
  - how people can access the service
  - what service exists in the learners' local area.
- Encourage learners to share information with the whole group.
- Encourage learners to contact the local support services. This is an important step to take. Reinforce the message that if learners are serious about stopping smoking, they need to work at their targets every day.

Who could support you to stop smoking?

How will you prepare yourself to stop smoking?

#### **Support**

If learners want to use the Internet, they may need support in accessing the computer and finding their way around a website.

#### **ESOL**

Learners may wish to discuss the range of languages offered here and do a search on the Internet for others if their own language is not on the list.

Action

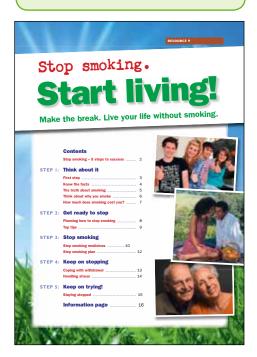
- Encourage learners to take the leaflets away and read sections that interest them.
- Ask them to list key findings and to report back one thing that they have learnt from their reading.
- Suggest that learners work in pairs to find out about one or two of the treatments below to help deal with nicotine cravings. Encourage learners to use bona fide websites and leaflets and to talk to people who have had experience of using these treatments:
  - nicotine gum
  - nicotine lozenges and tabs
  - nicotine sprays
  - prescription drugs such as Zyban or Champix
- Allow time when the group next meets for learners to report their results. Encourage learners to think about which of the treatments would suit them.
- Ask learners to write their own list of tips, based on their experience of stopping smoking. Put the tips in order, with the most effective first. Share these at the beginning of the next session.

What section on smoking would you like to find out more about?

**RESOURCE 1A** 

Leaflets come in all shapes and sizes. Make sure you can find your way around.

The front cover tells you what's inside.



A contents list will help you find the information you need.



Headings and page numbers will also help you to find things quickly.



ctical ideas to help you stop smoking,

Groups. Page 16 has more information and contact details

hake you smoke.

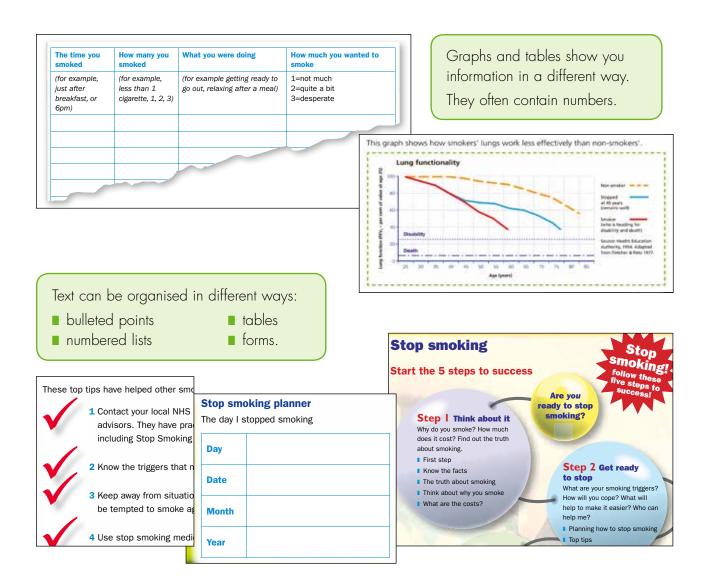
Page 6 helps you find your triggers



Pictures don't just make the page look nice. They also give messages.



#### **RESOURCE 1B**



Speech marks and case studies give personal information.

I used my smoking money to buy a motorbike. I gave myself a choice – keep off the ciggies, or sell the bike. ">>



#### Mario

51-year -old chef Mario had a 30-year habit when he stopped smoking three years ago, encouraged to go smokefree by the birth of his son.

Other workers at Mario's catering business were keen to join him and stop smoking together, so Mario's local NHS service ran a group in his workplace that went on to have a 100% success rate.

Support from his workmates and local NHS advisers was really important to Mario and he's noticed many changes since stopping for good: "I'm able to taste, smell – all my senses seem heightened. I can also exercise much longer at the gym now. Although parties were the hardest time to resist the urge to reach for a cigarette, now I feel a real sense of freedom."

adapted from https://www.nhs.uk/smokefree/success-stories

**RESOURCE 2** 

#### Stop smoking medicines

The first few days of stopping smoking can be the hardest time. This is when your body misses the nicotine most. Stop smoking medicines can help.

#### What are stop smoking medicines?

This is a kind of treatment that gives your body the nicotine it wants. It only gives you nicotine and not the tar and other chemicals in smoke that cause cancer. So stop smoking medicines do not cause cancer. It helps you get over the early part of stopping smoking.

#### Where do I get stop smoking medicines from?

You can buy stop smoking medicines in most chemists and large supermarkets. You can also get them on prescription from your doctor.

#### Can anyone use stop smoking medicines?

If you are pregnant, you have to check with your doctor or midwife first. You also have to check with your doctor if you have a heart or blood problem or if you take regular medication. Always check first if you are at all worried.

#### Where can I get more information?

Ask the Stop Smoking advisor. Or you can ask your doctor or the chemist. The NHS website has more information or try searching the web. Type in 'stop smoking medicine' for some good links.





RESOURCE 2

#### What kind of stop smoking medicines are there?

#### Gum

When you chew nicotine gum, the nicotine is absorbed through the lining of your mouth.



#### **Microtabs**

These are small tablets containing nicotine which dissolve quickly under your tongue.



#### Inhalator

Inhalators look like a plastic cigarette. The inhalator releases nicotine vapour which gets absorbed through your mouth and throat. If you miss the 'hand to mouth' part of smoking, these may suit you.



#### **Patches**

Nicotine patches work well for most regular smokers and can be worn round the clock (24 hour patches) or just during the day (16 hour patches).



#### Lozenges

Lozenges are sucked slowly to release the nicotine and take about 20–30 minutes to dissolve.



#### **Nasal spray**

The spray gives a quick dose of nicotine through the lining of your nose.



## Prescription drugs, such as Zyban or Champix

Zyban works by changing the way your body reacts to nicotine. Champix works by reducing your craving for cigarettes. Both drugs have to be prescribed by a doctor and not everyone is allowed to take them.



**RESOURCE 3** 

Find the information on nicotine patches and read it in detail.

You can use the information from Resource 4, or research online.

Have a go at these questions about nicotine patches.

- 1 Only one of these statements is true. Which one is it? Nicotine patches help to stop cravings by:
  - a giving you nicotine every 16 hours
  - b giving you a constant supply of nicotine
  - c taking your mind off things.
- 2 How long will a nicotine patch last?
- 3 How can you stop nicotine patches irritating the skin?

Now try these questions about nicotine inhalators.

- 1 What do you have to put into the inhalator?
- 2 Does the nicotine produced by the inhalator go into the lungs?
- 3 What does an inhalator look like?
- 4 The inhalator has two benefits. What are they?
- 5 What do you need to do to produce nicotine vapour?

**RESOURCE 4** 

#### Extracts from So you want to quit?

(QUIT guide to stopping smoking: www.quit.org.uk)

#### **Nicotine Patch**

Patches are most helpful to people who like to feel protected throughout the day. They are easy to use and should be applied to non-hairy skin such as the upper arm, thigh or chest. The patches offer a continuous supply of nicotine throughout the day to help relieve the withdrawal symptoms and physical cravings you'll experience. You may still get urges to smoke but these will not be as strong.

A patch lasts either 16 or 24 hours, each of which will come in three strengths delivering different amounts of nicotine, which is absorbed slowly through the skin. You are recommended to use them for up to three months depending on the brand you choose, starting off with the most appropriate strength for you. Always follow manufacturers' instructions. Some people experience a slight itching or redness of the skin and this can be lessened by varying the position of the patch when you apply a new one.

#### **Nicotine Inhalator**

The inhalator is also helpful when your body craves nicotine and your hands miss a cigarette. The inhalator looks like a cigarette holder, inside which you place a cartridge containing nicotine. You simply suck on the inhalator when you get a craving. Nicotine is taken into the mouth and the back of the throat but not into the lungs.

RESOURCE 5

## **Start the 5 steps to success**

## Step | Think about it

Why do you smoke? How much does it cost? Find out the truth about smoking.

- First step
- Know the facts
- The truth about smoking
- Think about why you smoke
- What are the costs?

Are you ready to stop smoking?



## Step 2 Get ready to stop

What are your smoking triggers? How will you cope? What will help to make it easier? Who can help me?

- Planning how to stop smoking
- Top Tips

#### **Step 3 Stop smoking**

Help with missing nicotine. Make a plan: set a date, tell people, get the help you need.

- Stop smoking medicines
- Stop smoking plan

## Step 4 Keep on stopping

Keep to your plan. Ideas to help.

- Coping with withdrawal
- Handling stress

#### Step 5 Keep on trying!

Many people need a few goes to stay smoke free successfully. So if you do start again... Ask yourself:

- Did you prepare yourself enough?
- Are there better ways to cope next time?
- What have you learnt?
- When you're ready, come back and follow the steps again.

(Taken from the leaflet 'Stop Smoking: Start living!')

Congratulations!
If at any point you
feel tempted to start
smoking again, think
back to why you
stopped.
Celebrat

Celebrate how well you have done so far.

**RESOURCE 6** 

## **Keep on stopping**

#### **Coping with withdrawal**

This stage can be tough. There may be pressure to start smoking again. You may not feel too good.

Lots of people start smoking again because they find it difficult to cope with the withdrawal symptoms. The first few days can be quite tough, but this is a sign that your body is starting to recover.

Stop smoking medicines can help to make the symptoms of withdrawal a bit easier. They can help you get over this tough time.



Symptoms	What's happening	How to cope
Intense desire to smoke	Your body and brain are missing the nicotine.	This is worst in the first few days but it will get better after a few weeks.
Coughing, dry mouth	Your lungs are clearing of tar and poisons.	These symptoms will clear up quite quickly. Warm drinks can help. Go to your doctor if it's a big problem.
Hunger	Food tastes better when you stop smoking.	Eat more fruit and vegetables, chew gum and drink lots of water. Don't eat sweets or chocolate instead of smoking.
Constipation or diarrhoea	Your body is returning to normal and it will settle down.	Fruit, vegetables and lots of water will help things get back to normal.
Trouble sleeping	This can be because of the nicotine leaving your body.	This should not last for more than two or three weeks. Cut down on coffee and tea and get more exercise.
Dizziness	More oxygen is getting to your brain, instead of carbon monoxide (which is poisonous).	This should go away after a few days.
Poor concentration, moody	These are signs of nicotine withdrawal and will pass.	Warn everyone that you are stopping smoking! Ask for their help and support.

(Taken from the leaflet 'Stop Smoking: Start living!')

## **Handling stress**

You may be someone who smokes to help deal with stress. If you are, then these are some useful tips to help deal with stressful situations at home or at work.

#### **TOP STRESS-BUSTING TIPS**

#### **Problem solving**

- Be honest with yourself about what is really upsetting you.
- Try different ways of doing things.
- Talk problems over with someone you can trust.
- Ask for help.

#### **Time management**

- Sort out the things you have to do each day.
- Plan your time so you do the most important things first.
- Make realistic plans about what you can do.

#### **Put yourself first and relax**

- Do one thing just for yourself every day.
- Get enough sleep.

#### Take time out to relax.



- Remember that as a non-smoker you will be less stressed and find it easier to cope.
- Put the money you spent on cigarettes in a jar count it each week.
- Keep a calendar and mark off each day you are smoke free.
- Congratulate yourself on being successful.





**RESOURCE 8** 

## **Keep on trying**

#### **Staying stopped**

Don't worry if you take a step back and start smoking again. Many people take four or five tries to stop for good. Next time you try, you will know more about what works for you – and what does not work so well.

#### **Emergency advice**

If you've just had a cigarette....

- Remind yourself about why you decided to stop.
- Throw away any cigarettes you have even the secret store.
- Get yourself away from the situation that made you start smoking again. Go outside, or to a different room.
- Call a friend or phone the NHS Smoking Helpline on 0300 123 1044
- Don't let this one cigarette undo all the hard work you have done so far.

#### Why do people start smoking again?

There are lots of reasons people give up, but these are some of the most common.

'I thought I could have just one cigarette.'

'I didn't plan enough.'

'I didn't think carefully enough about my smoking triggers.'

'I couldn't find other ways to deal with stress.'

'I was having a really bad day.'

'I started putting on weight.'

'I didn't get the right kind of support.'

'I thought about myself as an ex-smoker. I should have thought about myself as a non-smoker.'

Remember that you haven't failed, because you *can* still succeed. Don't give up giving up!

(Taken from the leaflet 'Stop Smoking: Start living!')





There are no audio scripts for this topic.

#### **ACTIVITY 3 / Resource 2**

#### Nicotine patches:

- 1 b
- 2 16 or 24 hours
- 3 You can put the patches on different areas of skin.

#### Nicotine inhalators:

- 1 a cartridge containing nicotine
- 2 no
- 3 It looks like a cigarette or cigarette holder.
- 4 They are helpful when your body craves nicotine and they are useful for people who miss the action of smoking.
- 5 Suck on the inhalator.